



UNITED STATES DISTRICT COURT
CENTRAL DISTRICT OF CALIFORNIA

CONTRACT INTERPRETER AGREEMENT AND INVOICE

Name: _____ Social Security No.: _____

Mailing Address: _____

Language: _____ Month: _____ ☐ 1-15 ☐ 16-end Year: _____

Date	A.M.		P.M.		Total Hours	Half? Full?	\$ Rate	Other Claim	Total Claim
	In	Out	In	Out					
Total Claim:									

I certify under penalty of perjury that the above is a true and accurate claim for compensation for services provided. I have read and I understand the contract interpreter agreement on page 2 of this form.

Signature

Executed on

Lenne Rosen-Kabe, Manager
Court Interpreter Services

Approved for Payment on

ACCOUNTING CLASSIFICATION: 05-092000-DXXBBCX-D09CACC-2523



UNITED STATES DISTRICT COURT CENTRAL DISTRICT OF CALIFORNIA

CONTRACT INTERPRETER AGREEMENT AND INVOICE

Date	Case Name	Case Number	Proceeding	CRD, DFPD, PA, PSO, USPO

CONTRACT INTERPRETER AGREEMENT

1. **Compensation:** Full day/half day (AO certified or Professionally Qualified): \$329.00/\$178.00
Full day/half day (Language skilled)..... : \$265.00/\$147.00

A full day of service means that you are available to the court over four hours and up to eight hours (excluding normal meal periods); four hours or less constitutes a half day of service. Interpreting during any period may or may not be limited to any one proceeding and you may be assigned to several cases should the need arise. Interpreters may not charge any other court component or client for services rendered during the same period for which the interpreter is already compensated by the court. Payment will be processed twice each month. Submit the original claim form with the appropriate signatures to Interpreter Services by 1:00 PM of the second work-day after the end of the reporting period.

2. **Overtime:** Overtime is computed after the first 15 minutes of the 5th hour of a half-day contract and after the first 15 minutes of the 9th hour of a full-day contract (excluding normal meal periods). The hourly overtime rate for certified or Professionally qualified interpreters is \$49.00 per hour; for Language skilled interpreters the rate is \$35.00 per hour.

3. **Mileage:** Local free-lance interpreters will not receive reimbursement for mileage, parking, taxis or public transportation when courts are within normal commuting distance. This court has defined normal commuting distance as 25 miles, one-way. Mileage in excess of 50 miles round trip may be reimbursed by the court at the rate established by the Administrative Office of the United States Courts.

4. **Cancellation:** If you are contracted 24 hours or more in advance and canceled within the 24-hour period before the event, the court will compensate you for one half-day of service, provided you remain available to the court for re-assignment during the half-day, or as otherwise agreed in advance.